



## Section 3

Job Training, Employment, & Contracting Opportunities



Section 3 is a provision of the Housing and Urban Development Act of 1968, which states:

*To ensure that jobs, training and contracting generated by HUD funding shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns that substantially employ those persons.*



# WHAT IS SECTION 3?

- ❑ Section 3 applies to HUD-funded Public and Indian Housing assistance for development, operating, and modernization expenditures.
- ❑ Section 3 also applies to certain HUD-funded Housing and Community Development projects that complete housing rehabilitation, housing construction, and other public construction.



# HUD Programs Covered by Section 3

- ❑ PIH Capital Fund Program (CFP)
- ❑ PIH Operating Subsidy
- ❑ Rental Assistance Demonstration (RAD)
- ❑ Choice Neighborhoods Grants (formerly HOPE VI)
- ❑ Community Development Block Grants (CDBG)
- ❑ HOME Investment Partnership Grants
- ❑ Emergency Shelter Grants
- ❑ Disaster Recovery Grants
- ❑ Section 202/811
- ❑ Lead Abatement Grants
- ❑ Self Help Ownership Program (SHOP)
- ❑ Certain Notice of Funding Availability (NOFA)  
Competitive Grants
- ❑ CARES Act Funding



# WHAT IS SECTION 3?

## A Section 3 business:

- ❑ Provides evidence of a commitment to subcontract to Section 3 business concerns, 25 percent or more of the dollar amount of the awarded contract; or
- ❑ Is 51 percent or more owned by Section 3 residents; or
- ❑ Employs Section 3 residents for at least 30 percent of its full-time, permanent staff

# WHAT IS SECTION 3?

## A Section 3 resident:

- ❑ Is a HUD public housing resident or lived in HUD public housing within the past three years.

OR

- ❑ Persons who live in the area where a HUD-assisted project is located *AND* who have a household median income limit that falls below HUD's income limits.

- ❑ HUD income limits:  
<https://www.huduser.gov/portal/datasets/il.html>

# WHAT IS SECTION 3?

## A Section 3 resident:

- ❑ The FY 2020 median income for the Minneapolis-St. Paul-Bloomington metro is \$103,400.
- ❑ Low income is defined as 80% or below the median income of that area adjusted by family size. (\$78,500 for a family of four).
- ❑ Very low income is defined as 50% or below the median income of that area adjusted by family size (\$51,700 for a family of four).
- ❑ Three Year Rule: The Section 3 resident can qualify as low or very low income within three years of the initial hire date.

❖ *Median income levels are calculated from U.S. Census data*



# Examples of Section 3 Opportunities

Accounting	Appliance Repair	Architecture	Bookkeeping
Bricklaying	Carpentry	Carpet Installation	Catering
Cement/ Masonry	Computer/ Information Technology	Demolition	Marketing
Painting	Payroll	Photography	Plastering
Plumbing	Printing	Purchasing	Research
Surveying	Tile Setting	Transportation	Word Processing

# Where to Find Section 3 Eligible Contracts?

- ❑ Local Public Housing Agencies
- ❑ Housing and Redevelopment Authorities
- ❑ Cities
- ❑ Counties
- ❑ Quasi-governmental organizations  
(*Metropolitan Council; port authority, etc.*)
- ❑ HUD Section 3 Opportunity Portal



# Section 3 Business Registry



Searchable online database of self-certified firms



Used by agencies that receive HUD funds, developers, contractors, and others to facilitate the award of certain HUD-funded contracts.



137 Minnesota companies currently registered



<http://www.hud.gov/sec3BIZ>



# Section 3 Business Registry Self-Certification

- ❑ Eligible businesses must self-certify
- ❑ For inclusion in the registry, businesses must submit the online application and are not initially required to submit any additional documentation to HUD.
- ❑ Additional documentation may be requested if HUD receives complaints alleging that any business in its registry has misrepresented their firm's status to the Department.
- ❑ Businesses may also be required to submit supporting documentation as evidence of their eligibility prior to the award of the HUD-funded contract.
- ❑ A certified business must recertify after 3 years.
- ❑ Website: <http://www.hud.gov/sec3BIZ>

HUD.GOV

U.S. Department of Housing and Urban Development

Secretary Ben Carson



## Section 3 Business Registry

[INSTRUCTIONS](#) [FAQS](#) [CONTACT US](#)

OMB Approval No. 2529-0052 (exp. 05/31/2018)

[What is the Section 3 Business Registry.](#)

[Am I a Section 3 Business](#)

[Register a Business](#)

[Search for a Business](#)

# Register for Section 3 Self Certification

Use this form to self certify your Section 3 business and register it so that it may be found with the HUD Section 3 Business Registry.

### Business Information

Business Name *Required*

Street Address *Required*

City, State *Required*

ZIP *Required*

### Contact Information

Business Telephone Number *Required*

Business Website Address

Business Point of Contact *Required*

Business Email *Required*

County	Required	Contact Telephone Number
<input type="text"/>	▼	<input type="text"/>

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## Business Details

Number of Employees	Required	Business License
<input type="text"/>		<input type="text"/>
NAICS		Year Business Established
<input type="text"/>		<input type="text"/>
DUNS Number	i	Employer Identification Number
<input type="text"/>		<input type="text"/>
Metropolitan Area Locations NOT Willing to Serve		Business Capabilities Narrative
<input type="text"/>		<input type="text"/>

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## Business Designations i

<input type="checkbox"/> DOL Registered Apprenticeship Provider	<input type="checkbox"/> DOL Youthbuild Participant/Grantee
<input type="checkbox"/> HUBZone Firm	<input type="checkbox"/> Labor Union Certified Firm
<input type="checkbox"/> Minority-Owned Business	<input type="checkbox"/> Public Housing Resident-Owned Business



☐ SBA 8a Firm

☐ White House My Brother's Keeper (MBK) Initiative Mentor

☐ White House My Brother's Keeper (MBK) Initiative On-The-Job Training Provider

☐ Woman-Owned Business

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### Provided Services

☐ Accounting

☐ Architecture

☐ Brick Masonry

☐ Carpentry

☐ Consulting

☐ Demolition

☐ Electrical

☐ Engineering

☐ HVAC

☐ IT

☐ Janitorial

☐ Landscaping

☐ Lead Hazard Control

☐ Maintenance

☐ General Contractor

☐ Painting Dry Wall

☐ Plumbing

☐ Roofing

☐ Security

☐ Other

Other (describe)

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## Currently Hiring

☒ Yes

☐ No

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## Section 3 Business Criteria

Your business is eligible to apply for preference as a Section 3 Business if, in addition to meeting all applicable state and local regulations, it self-certifies that it meets one or more of the following criteria (you must check at least one):

- ☐ A. Fifty-one percent or more of the business is owned by Section 3 Residents;
- ☐ B. Thirty percent or more of the business' fulltime employees are Section 3 Residents; or
- ☐ C. The business can provide evidence of a firm commitment to subcontract a minimum of 25 percent of the total dollar amount of contracts to a business that meets the criteria listed in (a) and/or (b).

*Businesses that self-certify that they meet the definition of a Section 3 business may be required to provide verification of their eligibility to recipients of HUD funding and/or the Department.*

[Determine if you are a Section 3 business.](#)

### Section 3 Residents Are

- A. Residents of Public and Indian Housing; or
- B. Residents of the Metropolitan Area or Non-Metropolitan County that Meet the Definition of Low- and Very Low-Income.

[Determine low-and very low-income thresholds for your area](#)

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## Self Certification

*By Submitting this form, my business certifies that the statements and information contained on this form are true and accurate, and meet the required HUD Section 3 business self-certification eligibility requirements in accordance with 24 CFR Part 135. HUD accepts the firm's self-certification that it meets the requirements of a Section 3 Business, but has not validated this claim or substantiated its validity. HUD does not endorse the services provided by any firms that apply for self-certification. A Section 3 business is not entitled to a contract simply by being listed in the HUD Section 3 Business Registry database. Businesses that self-certify their eligibility may receive preference as a Section 3 business, subject to verification from local recipient agencies or HUD. Information that is misrepresented on this form will be grounds for terminating Section 3 certification, or any contract(s) that may be awarded. Firms that misrepresent their eligibility to receive preference as a Section 3 business may face financial or criminal penalties.*

[Register Business](#)



## Section 3 Business Registry

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[Search for a Business](#)

# Section 3 Business Registry Search Results

## Search Criteria

- Location: Minnesota

Business Name	Address	Telephone	Provided Services
<a href="#">2nd 2none Janitorial, LLC</a>	2700 Plymouth Avenue North #2 MINNEAPOLIS, MN 55411	(612) 702-1250	Janitorial, Painting Dry Wall
<a href="#">Adams Painting LLP</a>	5741 27th Ave S MINNEAPOLIS, MN 55417	(612) 707-8606	Painting Dry Wall
<a href="#">Adonai COstructions LLC</a>	406 Lowry Ave. N. MINNEAPOLIS, MN 55411	(612) 703-3056	Brick Masonry, Carpentry, General Contractor, Landscaping, Painting Dry Wall, Siding, roofing, rehab, remodel (kitchen, bathroom, etc.)
<a href="#">Amani Construction &amp; Renovations LLC</a>	15915 27th Place N MINNEAPOLIS, MN 55447	(612) 232-7264	Carpentry, General Contractor, Janitorial, Landscaping, Maintenance, Painting Dry Wall
<a href="#">ANA DYNAMIC CLEANING SOLUTION LLC</a>	10820 South Shore #13 MINNEAPOLIS, MN 55441	(612) 242-9536	Janitorial, Post Construction Cleaning and Commercial Cleaning



## Section 3: Minnesota FY 2019 Data

### PROMOTING ECONOMIC OPPORTUNITY

1A.

20.0%

% of Constr. Contracts that are  
Sec. 3

Goal 10%

1B.

5.5%

% of Non-Constr. Contracts  
that are Sec. 3

Goal 3%

1C.

35.7%

% of New Hires that are Sec. 3

Goal 30%

1D.

115

# Section 3 Businesses in  
Registry

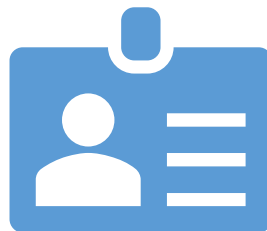


# Twin Cities Section 3 Collaborative



Twin Cities Section 3 Collaborative (<http://tcsection3.org/>) empowers metro area low income and public housing residents to connect to job, training, and business opportunities.

Participants include Anoka County, Dakota County CDA, Hennepin County, Saint Paul PHA, City of Minneapolis, Minneapolis PHA, City of Saint Paul, Ramsey County, and Washington County.



Contact Jef Yang with City of Saint Paul at [jef.yang@ci.stpaul.mn.us](mailto:jef.yang@ci.stpaul.mn.us)

# Section 3 Opportunity Portal



Login.gov – (online secure  
access to government services)



Job/Contracting opportunity  
portal



Section 3 resident registry

<https://hudapps.hud.gov/OpportunityPortal/>



# SECTION 3 JOB OPPORTUNITY POSTINGS

- ▶ Section 3 Businesses and Contracting companies can post both job and contracting opportunities in the Opportunity Portal
- ▶ Opportunities will be submitted for review to HUD or automatically posted after 24 hours.

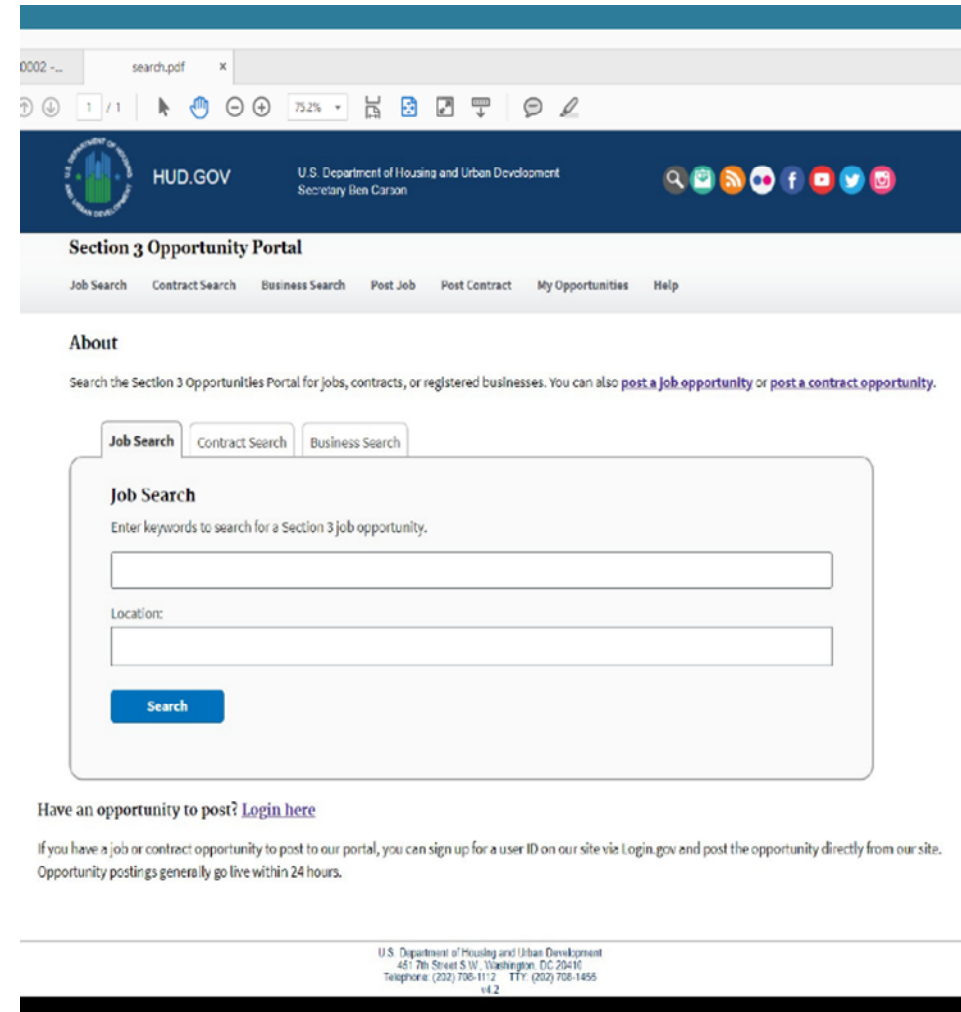
A screenshot of the HUD.GOV website's "Section 3 Opportunity Portal". The page is titled "Post Job Opportunity" and includes a navigation bar with links for "Job Search", "Contract Search", "Post Job", "Post Contract", "My Opportunities", and "Help". The form is divided into several sections: "Organization and Contact Details" (which includes an "Autofill from prior entries" section with a "Lookup Entries" dropdown), "Organization Details" (with fields for Organization Name, Industry, Size, Address 1, Address 2, ZIP, and City/State), "Contact Details" (with fields for Contact Name, Phone, and Email), and "Job Opportunity Details" (with fields for Title and Type). Each field is marked as "Required". The form is designed for businesses and contracting companies to post job opportunities.





# SECTION 3 JOB OPPORTUNITY POSTINGS

- ▶ Once posted, Section 3 opportunities are searchable by the public by Jobs, Contracts, or by Business (as that business is listed in the SPEARS Section 3 Registry)
- ▶ Opportunity Searches may be done by Keyword or Location

A screenshot of the HUD Section 3 Opportunity Portal. The browser window shows the URL "search.pdf" and a 75.2% zoom level. The HUD logo and "HUD.GOV" are in the top left. The text "U.S. Department of Housing and Urban Development Secretary Ben Carson" is in the top right. Below the header is the "Section 3 Opportunity Portal" title and a navigation bar with links: Job Search, Contract Search, Business Search, Post Job, Post Contract, My Opportunities, and Help. The "About" section states: "Search the Section 3 Opportunities Portal for jobs, contracts, or registered businesses. You can also [post a job opportunity](#) or [post a contract opportunity](#)." Below this are three tabs: "Job Search" (selected), "Contract Search", and "Business Search". The "Job Search" section has the text "Enter keywords to search for a Section 3 job opportunity." followed by a text input field. Below that is a "Location:" label and another text input field. A blue "Search" button is at the bottom. At the bottom of the page, it says "Have an opportunity to post? [Login here](#)". Below that, it says "If you have a job or contract opportunity to post to our portal, you can sign up for a user ID on our site via [Login.gov](#) and post the opportunity directly from our site. Opportunity postings generally go live within 24 hours." The footer contains the U.S. Department of Housing and Urban Development address: "451 7th Street S.W., Washington, DC 20410", telephone "(202) 708-1112", TTY "(202) 708-1495", and version "v4.2".



# SECTION 3 RESIDENT REGISTRY

- ▶ Business Registry expanded to include Section 3 Resident Registry
- ▶ Enables Section 3 Residents to upload contact information, skills summary, and resume
- ▶ Allows Section 3 Residents to search for Businesses based on skills
- ▶ Allows potential Employers to Search the Section 3 Residents Registry for specific skills – Similar to USA Jobs

Resident Opportunity  
Search

Resident Registry - Business Home

Home [Flagged Residents](#) [Bookmarked Residents](#)

Resident Registry [Welcome, Alex](#)

Enter keywords to search for a Section 3 residents and other qualified job seekers:

[painting x](#) [HVAC x](#) [Part-Time x](#)

Location:

[Search](#)

Search Results

[Terry Lee, Jack of all trades seeking job in Laie area](#)

Skills: Painting, Plumbing, Electrical, Drywall, Carpentry  
Location: Laie, HI  
Type: Permanent  
Status: Full-time

[Kekoa Kailani, Painter seeking work in Pearl City](#)

Skills: Painting, HVAC, Electrical, Drywall, Carpentry  
Location: Honolulu, HI  
Type: Contract/1099

1 2 3

Business Candidate  
Search

Resident Registry - Resident Home

Home [Profile](#) [Documents](#) [Saved Searches](#) [Saved Jobs](#)

Resident Registry [Welcome, Terry](#)

Enter keywords to search for a Section 3 job opportunity:

[painting x](#) [HVAC x](#) [Part-Time x](#)

Location:

[Search](#)

Search Results

[Outdoor painter needed in Kailua](#) [Kailua, HI](#)

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nulla quam velit, vulputate eu pharetra nec, mattis ac neque. Duis vulputate commodo lectus, ac blandit elit tincidunt id. Sed rhoncus, tortor sed eleifend tristique, tortor mauris molestie elit, et lacinia ipsum...

[HVAC engineer w/ EPA Section 608 Cert](#) [Laie, HI](#)

Vulputate commodo lectus, ac blandit elit tincidunt id. Sed rhoncus, tortor sed eleifend tristique, tortor mauris molestie elit, et lacinia ipsum...

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ANY QUESTIONS?



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